

The Winnipeg Sketch Club Constitution & By-Laws

Article 1

Organization

1.1 The organization shall be known as the WINNIPEG SKETCH CLUB, (hereinafter referred to throughout as “The Club”).

Article 2

Objective

2.1 The Club shall provide premises, rented or otherwise, for the members to meet for the purpose of life drawing, painting and sketching and further shall encourage its members to produce work independently.

2.2 The Club shall hold at least one Annual Juried Art Show and Exhibition, open to public view. Art pieces entered in the show may, at the Artist’s discretion, be offered for sale.

Article 3

Membership

3.1 Persons at least sixteen (16) may apply to any Officer of the Club in writing, in a form prescribed by The Club.

3.2 The Applicant must provide with the Application for Membership, payment in full of the Annual Dues (which amount shall be one half (½) the Annual Dues for Applications submitted between September and December in any year) and at least three (3) recent works of art, which are to be juried by the executive and council, at its discretion.

3.3 The Applicant shall be accepted as a member of The Club by a two-thirds (2/3) majority vote in favour of acceptance by the executive and council.

3.4 Applicants will be promptly notified as to whether their Applications for Membership have been accepted or rejected; and in the latter case, notification of rejection will be accompanied by a refund of the amount paid by the Applicant in Annual Dues.

3.5 Those members accepted for membership between September to December, in any year, shall, if they wish entitlement to exhibit their art work in that year’s full Annual Exhibition, further pay the remaining half (½) of said dues.

3.6 Members shall pay their Annual Dues as established by The Club each year, by March 15.

3.7 Members in default of payment of their Annual Dues shall not be entitled to submit art works in shows sponsored by The Club unless and until such dues are paid in full prior to the show.

3.8 The Club shall award a Life Membership status to such of its members who have made significant contributions to The Club. Long time membership in The Club does not per se entitle the member to such status. Nominations for a life member must be made in writing and submitted to The Club, which nomination to be successful must achieve a two-thirds (2/3) majority vote of all members including executive and council in attendance at the next Annual General Meeting.

Article 4

Officers, Executive, and Council

4.1 The Officers of The Club, shall be the President, Vice-President, Secretary, and Treasurer, hereinafter referred to as the “Executive”.

4.2 The newly elected President, Vice President, Secretary and Treasurer, at the Annual general

Meeting, shall call for members present to be appointed to serve, with their consent, as Council members for the ensuing year. A minimum of eight (8) persons shall be selected, from those in attendance at the meeting.

4.3 The Club Business shall be conducted by the Executive and Council in such manner as in hereinafter authorized and they are empowered to make such policies for the purposes of carrying out club business, which policies will not be inconsistent with the powers and duties hereinafter set forth. Members shall be promptly notified by mail of policies established.

4.4 The Executive and Council shall have the power to appoint other willing members to act as Officers or committee members as and when the need shall arise, in order to better transact all Club business.

Article 5

Duties of the Officers and Council

5.1 The President

5.1.1 Shall preside at all executive and general meetings of The Club;

5.1.2 Shall have the power to call and choose location of all meetings of the Executive and Council as deemed necessary;

5.1.3 Shall have a vote at all general meetings and meetings of the Executive and in the case of a tie vote, the President shall cast the deciding vote;

5.1.4 May appoint a deputy to act in his stead during his absence and in the absence of the Vice-President;

5.1.5 Shall appoint all committee chair-persons;

5.1.5 Shall be an ex-officio member of all committees,

5.2 The Vice-President, in the absence of the President, shall have the same powers and duties as the President.

5.3 The Treasurer:

5.3.1 Shall be the custodian of all funds, including trust funds, of The club;

5.3.2 Shall establish and maintain a club bank account with a chartered bank in Winnipeg and shall deposit all funds received by The Club to the credit of said account;

5.3.3 Shall pay out funds on behalf of The Club, only on the order of the President or Vice-President;

5.3.4 Shall keep books of accounts which shall be open to inspection by members at any reasonable time;

5.3.5 Shall furnish financial reports in a form approved by the Executive at regular business meetings and shall prepare an annual statement of receipts and disbursements to be presented at the AGM.

5.4 The Secretary shall attend and keep minutes of all meetings, and perform such other duties as may be required by the Executive.

5.5 If any members of the Executive Council cannot fulfill their term of office, the remaining Executive may choose an interim replacement.

Article 6

Meetings

6.1 There shall be an Annual General Meeting ("AGM") in January of each year. All annual reports shall be submitted to the AGM and the election of Officers shall be held.

6.2 Notice of the date, place, and time of the AGM shall be sent by ordinary mail to all members of The Club at least (30) days prior to the date selected for the AGM, as determined by the Executive.

6.3 The election of Officers for the year shall be conducted at the AGM. Members of The Club may be nominated for office by club members in attendance at the AGM, and the Officers shall be elected by a majority vote of said members.

6.4 The Executive and Council shall meet every month with the exception of the months of June to August, inclusive.

6.5 In order to better conduct the business of The Club, the President may call and give notice of special general meetings to attend to Club business that cannot be attended to at the monthly meetings. Notice of such special meetings shall be given in such manner as the Executive and Council determine, at least fourteen (14) days prior to the special general meeting.

6.6 A special general meeting shall be called to consider amending the Constitution and By-Laws, the assessment of monies upon the members or the expenditures of sums of money over \$500.00'

Article 7

Quorum

7.1 Six (6) including the President or Vice-President shall be the quorum for the Executive and Council meetings.

7.2 Three (3) members of the Executive, plus six (6) other members shall be the quorum of the AGM and special general meetings.

Article 8

Nominating Committee

8.1 The Nominating Committee shall be chaired by the immediate Past president, who shall choose a committee from the general membership, other than Executive or Council.

8.2 This report shall be presented to the Executive and Council at its November meeting to allow for circulation to the membership via Newsletter or Phone Committee.

Article 9

Club Finances

9.1 FINANCE

The Club shall be financed by: Membership fees; Commissions from members' works sold at Club Shows; Grants, Gifts and/or fund-raising events, and Special Levies, which shall be authorized at the Annual General Meeting.

9.2 BANKING

9.2.1 Monies raised shall be kept in a recognized Canadian Chartered Bank. Cheques shall be signed by the Treasurer and the President.

9.2.2 At each AGM the Treasurer will seek appointment of an Accountant to do the Annual Financial Report. The Club's fiscal, and membership year shall be January 1 to December 31.

9.3 AUDITOR

9.3.1 The Executive and Council shall have the power at the AGM by majority vote to waive the appointment of an auditor for the purpose of auditing the books of The Club.

9.3.2 Where the majority of The Club members demand in writing that the books of The Club be audited, the Executive must appoint a duly independent auditor for that purpose.

9.4 TRUST FUNDS

9.4.1 The Executive and Council are all responsible for the due administration and security of The Winnipeg Sketch Club Development Fund and the Lynn Sissons Fund.

9.4.2 Should The Club cease to exist, the accumulated monies in The Club's general revenue account and trust monies it administers will be donated and paid to the Winnipeg Foundation and that said monies are used by the Winnipeg Foundation to establish a scholarship in the area of visual arts.

9.4.3 Payments out of trust funds The Club administers shall be made as authorized by the Executive and shall be signed by the Treasurer and President.

9.4.4 The Winnipeg Sketch Club Development Fund:

9.4.4.1 This fund shall be used for purchase and acquisition of furniture and equipment for use by The Club at its premises;

9.4.4.2 Said trust fund can be used for purposes set forth herein only on a two-thirds (2/3) majority vote of the Executive and Council;

9.4.4.3 This trust fund shall be funded by The Club through an amount equal to five percent (5%) of the annual profit balance on hand as shown by the Financial Statement prepared by the Treasurer for submission to the AGM..

9.4.5 The Lynn Sissons Fund

9.4.5.1 The Lynn Sissons Fund is from a bequest from Ms. Sissons Estate. Its purpose is to provide prize money for one piece of watercolour artwork chosen by a committee of Club members at the Annual Show. This committee shall be composed of members who are not represented in the show;

9.4.5.2 The amount of the prize to be awarded in each year shall be equal to the accrued interest on said fund of monies net of bank service charges, so as to not impair the capital of said trust fund.

9.4.6 Said trust funds are only too be used for the purpose set forth herein.

Article 10

Art Shows

10.1 The Club shall hold an Annual Juried Exhibition and Show of members art works ay such place in Winnipeg and on such dates and times as the Executive and Council decide.

10.2 The Executive and Council shall, within their discretion, determine such arrangements and conditions of the Exhibition as they deem advisable.

10.3 Notice in writing of the date and place of the Annual Exhibition shall be given to the members at least ninety (90) days prior to the date of opening the Exhibition.

10.4 Only members of at least thirty (30) days good standing, prior to the opening date, shall be permitted to exhibit.

10.5 The Executive and Council shall determine the rules and regulations pertaining to the exhibit and shall select and arrange for a non-member of The Club to act as juror at the Annual Exhibition.

10.6 The Executive and Council may hold or sponsor such other juried or non-juried shows as they deem advisable.

Article 11

Amendments

11.1 The Club is authorized to amend The Club's Constitution and By-Laws herein, in part or in whole.

11.2 The Constitution, in part or in whole, may be amended in part or in whole and any new or amending By-Law may be enacted; however such amendments and enactments shall only be made at a general or special meeting called for that purpose and in respect of which fourteen (14) days prior notice, in writing, of the purpose of such meeting, has been given by mail to each member of The Club.

11.3 Amendments to the Constitution or By-Laws require a two-thirds (2/3) majority vote by the Executive, Council and members in attendance at such meeting.